

ERD, TITLE I/N&D/FIT PROJECTS COORDINATOR MEETING

June 24, 2014

ATTENDEES: Heather Davis-Schmidt, Sindie Kennedy, Monique Fortmann, and Connie Sage

AGENDA:

- 1) FRC/FIT Coordinator Orientation
- 2) Power of Play – Monique Fortmann
- 3) Community Eligibility and Free and Reduced Application Processing
- 4) Title I Private Schools Multi-District Agreement
- 5) N&D Programming
- 6) Amendment
- 7) Title I Annual Report
- 8) New Items

DISCUSSION

- 1) **FRC/FIT Orientation:** Monique Fortmann was here to discuss the hiring of Katy Leary as a Coordinator for Adult Ed. She will be working with FRC/FIT Coordinators on advertising parenting classes in the fall. Monique would like her at the FRC/FIT Coordinator Orientation. Sindie stated this was a very beneficial orientation last year.

ACTION ITEMS:

- FRC/FIT Orientation was set for September 29th from 8:30 AM to 3:30 PM.
 - Need: Projector.
 - Sindie and Connie will work on an agenda
 - Monique will reserve the room
 - Invite will be extended to Katy Leary
- 2) **Power of Play Workshop:** The Power of Play is a one-day workshop offered by Childcare Resources and is free to parents. Monique purchased 20 seats that she would like to see go to FRC/FIT coordinators, Jefferson Preschool staff members and possible other district employees (e.g., counselors). Monique will contact Kathleen Nerison and extend an invitation to the Jefferson staff. The event is on a Saturday, therefore, we would have to pay FRC/FIT coordinators to attend. The Title I budget would allow this expense. OPI renewal units for certified staff members will be available. The event does not meet criteria for counselor's to receive stipend per Heather. All registration will go through Adult Ed. This event would be appropriate for K-8 FRC/FIT coordinators. We will need to touch base before September and disseminate info to our folks. Monique needs to know who the 20 people are. They are creating a course in their registration system.

ACTION ITEMS:

- Monique will get a flyer to Connie and Sindie in July to distribute.
- Jody will email details to Heather.
- Heather will send to counselors/principals and ask to include paras.
- Connie will send details from Jody to FRC
- Sindie will send details from Jody to FIT
- Connie/Sindie: Send Monique a count of who will be attending.

- 3) **Community Eligibility/Free and Reduced:** We will go ahead with Community Eligibility but we need to continue to get Free and Reduced Meal Applications. Sindie will communicate this decision to Stacey Rossmiller and Burley McWilliams. Sindie will work with the FIT coordinator at Meadow Hill to focus on obtaining more applications. Having Alanna there will help. Heather feels Meadow Hill should be closer to 50%. Connie, Sindie and Stacey to meet and come up with a plan for transitioning F&R Meal Applications to Food Services/Business Building. Once Connie, Stacey and Sindie generate a plan, Sindie/Connie will share the plan with Heather and Burley for their final approval.

ACTION ITEMS:

- Sindie to communicate plan to move forward with Community Eligibility.
- Sindie to work with the FIT coordinator and Alanna at Meadow Hill to focus on greater participation in the F&R Meal program.
- Sindie, Connie and Stacey to meet and create a plan for transitioning F&R Meal applications to Food Services.
- Connie/Sindie to communicate the above plan to Heather and Burley.

- 4) **Missoula Catholic Schools:** Meeting is set for July 9, 2014 in Room 22 at 8:00 AM. Rick and Jeremy will attend. Connie asked that they bring the student data for students outside MCPS that may qualify for Title I and are F&R. Also we need to know where they live (i.e. their school district).

N&D Programming: Sindie will take on the coordination as liaison between JDC and high school counselors/FRC/FIT coordinators. She will receive the daily intake report from the JDC. Sindie will have a contact in each high school who will serve as the principal contact for communicating to buildings when students are in the JDC (Sindie to determine a point person in each high school). Heather would like Sindie to coordinate a meeting with Gary to include Heather and Sindie. Sindie will also potentially coordinate community mentors. Sindie will check on NetNanny. N&D. The JDC has computers (laptops). Are they using them? If they are not using them, we should quit paying the NetNanny subscription and distribute them in the high schools. Start working on this ASAP. Gary will be there over the summer.

Heather suggested also considering implementing Check and Connect at Big Sky and Hellgate. She asked that Sindie put together a proposal on the costs for training and salary in those buildings.

ACTION ITEMS:

- Sindie to coordinate a meeting with Gary Evens, Heather and Sindie
- Sindie to identify a point person in each high school to connect with regularly when students enter the JDC.
- Sindie to work with Gary Evans on participating on Drug Court.
- Sindie to determine if laptops are being used at JDC (have them removed, if not).
- Sindie to create a budget proposal to cover the costs of Check and Connect at Big Sky and Hellgate.

- 5) **Amendment:** Discussion was held on various ways to spend excess. Some expenses to cover included CRO, SuccessMaker, Reading Mastery at Franklin, ATI training in Portland (two from each K-8 school, 10 from Hellgate, Seeley and ? from Big Sky), National Career Academy Coalition Conference - Hellgate and Big Sky. Only have money in HS. We could hire someone to do technology integration during September – just in high schools. Connie will obtain total funds available for each school and share with Heather after Dan completes the MUNIS Year-end transition. We will get together afterwards to discuss allocations and then work with Sam to finish the amendment.

ACTION ITEMS:

- Sindie to re-code Check & Connect training to high school (DONE)
- Sindie to re-code Shannan's salary from elementary to high school (still working on this)

- 6) **Annual Report:** The Annual Report was done and Sindie had the report signed by Dr. Apostle and mailed to OPI.
- 7) **New Items:** Discussed FIT: Sindie to ask Amanda if she would like to take on Meadow Hill, in addition to Chief Charlo and Willard. Washington/Paxson/Sentinel: could have a 30 hour position – 10 at Paxson; 10 at Washington and 10 at Sentinel. Discussed Connie to transition to work with FRC and Sindie will continue with FIT. Discussed having a 30 hour FRC at Russell and how Cindy wanted to wait until August to hire. Discussed the restructuring of Instructional Coaches positions.

Next Meeting: **TBD**

We will follow up on:

- Amendment – where are we at this point?
- Discuss F&R/Community Eligibility and meeting with Stacey on 7/2/14.

- Need to finalize Amendment and be ready to input next grant.
 - What will we be importing into EGrants (need printout of this)?